

ID # \_\_\_\_\_

## REQUEST TO UPGRADE LICENSE

I, \_\_\_\_\_, of \_\_\_\_\_  
(Name of owner, officer, member, or partner) (Company Name as it appears on the license)

hereby formally request to **upgrade** my license.

**From:** (Only check one below)

\_\_\_\_\_ **Residential Builder**

\_\_\_\_\_ **Unlimited** - Home Improvement (w/ current specialties)

\_\_\_\_\_ **Limited** - Home Improvement (w/ current specialties)

**To:** (Only check one below)

\_\_\_\_\_ **Unlimited** – Home Improvement (w/ current specialties)

\_\_\_\_\_ **Residential Builder** (as previously licensed)

\_\_\_\_\_ **Commercial** (as previously licensed)

By signing this, I understand that I **cannot** do work outside the classification(s) listed on my license.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Owner, Officer, Member, Partner

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Please contact Michelle Spoor @ 501-371-1506 with any questions regarding this form.  
**This form may be faxed to 501-372-2247.**

### OFFICE USE ONLY

**Date:** \_\_\_\_\_

**MC:** \_\_\_\_\_ **Other:** \_\_\_\_\_